

**CITY OF ST. LOUIS
BOARD OF PUBLIC SERVICE**

REQUEST FOR QUALIFICATIONS

**PROFESSIONAL ENGINEERING SERVICES
FOR DESIGN OF NEWSTEAD AVENUE IMPROVEMENTS
ST. LOUIS AVENUE TO NATURAL BRIDGE AVENUE
FEDERAL PROJECT STP-5407(615)
ST. LOUIS, MISSOURI**

PURPOSE:

The City of St. Louis, Board of Public Service, is seeking Statements of Qualifications from firms interested in providing engineering design services to the Board of Public Service for road preservation and the roadway and the pedestrian improvement project which is being funded through the Transportation Improvement Program (TIP) as a Surface Transportation Program Sub Allocated Project under STP-5407(615). This particular project involves several improvement elements which include:

- Replacement of existing street lighting with decorative light fixtures that illuminate both roadway and walkway;
- Replacement of deteriorated sidewalks & entrances, construct new ADA compliant curbs and transit stops;
- Adjustment of curbs as required;
- Milling and resurfacing of roadway;
- Construct a decorative hardscape feature in the area between the curb and sidewalk to include evenly spaced landscape trees;
- Replacement of pavement striping & marking and installation of sharrow symbols.

These improvements are to be made along both sides of the street on Newstead Avenue between the project limits of St. Louis Avenue to Natural Bridge Avenue. In addition, local improvements include the removal or reconstruction of a fence adjacent to sidewalk and installation of new traffic signals with count down pedestrian heads at the intersection of Newstead Ave. and St Louis Ave.

The total estimated cost for new street lights, roadway and pedestrian improvements, hardscaping & landscaping, striping and marking, traffic signal upgrade of the project is \$1,850,000.00; this includes design, construction, construction management, and testing. The funding for the project will be provided by the STP-S and Local Matching Funds.

Consultants interested in submitting Statements of Qualifications for consideration and evaluation for providing the services identified in this RFQ shall have a current SF330 on file with the City of St. Louis, President's Office, Board of Public Services.

Consultant shall be certified to perform LPA projects by MoDOT in accordance with MoDOT Engineering Policy Guide Section 136.4.

A Consultant may submit qualifications as the Prime or as part of a Team as Subconsultant, not both.

Note: The City does not permit exclusive agreements with subconsultants.

SCOPE OF SERVICES:

The City will require professional engineering services for surveying; the preparation of preliminary plans and cost estimate; preparation of final plans, specifications, and cost estimate; other design services will be required during design for support of City's coordination with affected utilities; attendance at various meetings and presentations; provide for computer-generated renderings, as needed; and consultation during the bidding and construction of this project.

All designs must meet MoDOT and FHWA Standards and will be subject to review by those agencies. All ADA improvements shall be compliant with current ADA specifications and the City of St. Louis Specifications. The Consultant will be responsible for submission of plans to MSD for permitting purposes, if required.

The majority of the work will be constructed on existing City of St. Louis right-of-way. Temporary or permanent construction easements may be required. The Consultant shall provide a design that minimizes the need for any right-of-way acquisition. Property acquisition will be administered by others through separate contract.

The Consultant will assist the City as required in obtaining environmental clearances. This will include the Section 106 form to the Department of Natural Resources and the Categorical Exclusion to MoDOT.

One (1) reference map is included as an attachment with this solicitation. This attachment includes a vicinity map for the project limit on Newstead Avenue. Additional project information included in the TIP Application is available for viewing at City Hall, Room 301, or can be downloaded from the BPS website <http://stl-bps.org> in the On Line Plan Room under this RFQ project file.

Project Scope: The project will provide for improvements on Newstead Avenue between St. Louis Avenue to Natural Bridge Avenue for 0.44 miles. The major improvements include selection and design of new decorative street lighting system including new fixtures, poles, wiring, and conduit. The new lighting design must provide illumination levels as required by City of St. Louis, approximately 1.2 foot-candles per square foot. The Consultant shall provide a photometric model to validate the design. New lighting substations shall be installed as required. The existing cobra headlights and poles shall be salvaged and returned to the City of St. Louis Street Department at 1900 Hampton Avenue.

The existing sidewalks, curb ramps, transit stops, and driveway aprons will be replaced as required and the existing curbs will be reset as required throughout the project limits. Several locations show cracked sidewalks or sidewalks having excessive thickness of curb that need to be remediated. All pedestrian improvements shall be compliant with current ADA specifications and the City of St. Louis Specifications. The vegetation between the curb and sidewalk shall be replaced with a hardscape feature and spaced landscape trees. A fence adjacent to the sidewalk needs to be reconstructed or replaced.

The existing street shows distressed pavement or drainage problems at several locations that need to be remediated. The milling and resurfacing of the roadway shall be in accordance with the City of St. Louis Street Department. The street shall maintain parking and one travel lane for the northbound and southbound lanes. The pedestrian crosswalks and the installation of the sharrows in the traffic lane protect the multiple users of the street.

Remove the existing traffic signals and poles, and mechanical controller at the intersection of Newstead Avenue and St. Louis Avenue and replace with new signal heads, poles, and controller. New count down pedestrian head signals and push buttons shall be provided.

The Consultant will be available to answer questions during the bidding process and during the construction of the project.

The design phase of this project is scheduled to begin in October 2014. The construction phase is scheduled to begin in May of 2016.

SUBMITTAL OF STATEMENT OF QUALIFICATIONS:

Interested firms shall **submit SIX (6) copies** of the Statement of Qualifications for the type of work outlined above. SOQ shall be **limited to FIVE (5) single-sided 8-1/2" x 11" pages with a minimum font size of 10 (the 5 pages do not include the DBE Utilization form and Unauthorized Alien Employee Affidavit and Signature Sheet of Memorandum of Understanding with Homeland Security for E-Verify).**

NO OTHER MATERIAL WILL BE ACCEPTED – THIS INCLUDES A COVER SHEET OR COVER LETTER, COPY OF CERTIFICATIONS, REGISTRATIONS, etc. Statements of qualifications shall be bound by a single staple and shall not be bound in any other manner. If additional information is included in the Statement of Qualifications, it will be removed from the SOQ before distributing to the Selection Committee members.

The qualifications and envelope shall identify the submittal is for:

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Statements of Qualifications will be received no later than 5:00 p.m., February 6, 2014 at the Department of the President, Board of Public Service, 1200 Market Street, Room 301 City Hall, St. Louis, MO 63103. SOQ envelope shall be marked to the Attention of Bette Behan, Contract Supervisor. Responses received after this time will not be accepted.

The Board of Public Service reserves the right to accept or reject any or all responses, or to cancel this request in part or in its entirety. All submittals become and remain the property of the City.

QUALIFICATION EVALUATION CRITERIA:

Statement of Qualifications shall include contact person name, firm name, address, phone and fax number, and e-mail address.

NOTE: Team composition shall remain the same unless change is submitted and approved by the President, Board of Public Service.

The Selection Committee will evaluate each Statement of Qualifications using the following criteria. Submittal shall be in the same sequential format as follows:

1. Provide examples of five comparable projects that show the experience, qualifications, and technical competence of the **PRIME CONSULTANT** completed within the last five years for which your company was the designer of record. These projects should be complete or near completion. Include record of meeting the project schedule, project budget, and M/W/DBE goals for these projects. Provide start and completion dates and references with names, phone numbers, and e-mail addresses of owner's representative who is most knowledgeable of your firm's performance. Projects with incomplete information will not be considered toward the **PRIME CONSULTANT'S** experience.
Up to three points will be awarded for each applicable project. (0 to 15 points)
2. Present experience, qualifications, and technical competence of the **PROJECT MANAGER** relative to the five projects described in Item #1. List the Project Manager's experience in managing similar projects within the past five years if not directly associated with the firm submitting this proposal. Provide Project Manager's Professional Registration information including profession and license # **(Do not include copy of license.)**. Project Manager shall be a Professional Engineer registered in the State of Missouri.
Up to three points will be awarded for each applicable project. (0 to 15 points)
3. Present experience, qualifications, and technical competence of **EACH SUBCONSULTANT** on the team relative to five comparable projects completed within the last 5 years. Include a description of the exact role of the subconsultant and % of project completed by subconsultant. Provide start and completion dates. These projects must be complete or near completion.
A maximum of 15 overall points may be awarded. (0 to 15 points)

4. Present your team's approach and any unusual issues/problems/difficulties anticipated. Present your team's understanding of special requirements, codes, and regulations pertinent to the project. Present your internal quality control procedures. (0 to 20 points)
5. Present a team organizational chart identifying each firm's role (including team member names) and responsibility in the project. Indicate availability of team members for the project. List the number of employees by employee classification for the prime and each subconsultant. (0 to 10 points)
6. The DBE plan will be evaluated for the feasibility of implementation as proposed. (0 to 5 points)

DISADVANTAGED-OWNED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

The City of St. Louis is fully committed to involving DBE firms in meaningful roles on all consultant contracts. To that end, the City, acting through MoDOT's External Civil Rights Division, has established a goal of **16% DBE** participation for this consultant contract. The goal is a per cent of the original contract amount for the utilization of firms owned and controlled by disadvantaged individuals.

Only those DBE firms listed in the MRCC Directory will be counted towards achieving the DBE goal.

A copy of the current directory of Certified DBEs (through MRCC [Missouri Regional Certification Committee]) is available on the internet at http://www.modot.mo.gov/business/contractor_resources/External_Civil_Rights/mrcc.html or by contacting MoDOT at (573)751-7801.

UNAUTHORIZED ALIEN EMPLOYEES:

As a condition for the award of this contract or grant, CONSULTANT, shall, pursuant to the provisions of Sections 285.530 through 285.555 of the Revised Statutes of Missouri 2000, as amended, by **sworn affidavit and provision of documentation**, affirm its enrollment and participation in E-Verify, a federal work authorization program, with respect to the employees working in connection with this Agreement. CONSULTANT shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with this Agreement pursuant to the above-stated Statutes.

In addition to the affidavit the CONSULTANT shall provide a copy of the front page and signature page of their Memorandum of Understanding with Homeland Security for E-Verify.

CONSULTANT SELECTION PROCESS:

A qualification based selection process conforming to RSMo8.285 through 8.291 will be utilized to select the most qualified form.

In accordance with the Revised Policies and Procedures for Procurement of Professional Service Agreements dated May 2013, the Tier I Selection process will be utilized. This manual may be viewed on the BPS website by going to the following link <http://www.stl-bps.org/policy.aspx> . Once Statements of Qualifications are received, the Selection Committee will meet to evaluate the SOQ's and will select the best qualified firm to provide these services for the City.

POINT OF CONTACT

All questions shall be directed to Bette Behan, Board of Public Service, by fax at 314-622-4028 or by e-mail at BehanB@stlouis-mo.gov (please reference project name in Subject Line if sending an e-mail). Answers to technical questions will be made available to consultants who have registered to download the RFQ from the BPS website or who have provided contact information when they received the RFQ.

TIP APPLICATION:

The TIP Application is available for download from the BPS website www.stl-bps.org under On Line Plan Room (included with the Project File for this RFQ).

CITY OF ST. LOUIS
DISADVANTAGED-OWNED BUSINESS ENTERPRISE (DBE) UTILIZATION PLAN

CONTRACTING AGENCY:

Project Goal: ____% DBE

PROJECT NAME:

NAME OF PRIME CONSULTANT:

The prime consultant shall utilize and require all subconsultants to utilize the maximum number of certified disadvantaged-owned business enterprises possible and will purchase materials and supplies from disadvantaged-owned business enterprises to the maximum extent feasible, and to this end, the prime consultant will inform each subconsultant of this requirement, The prime consultant shall utilize the services and/or supplies to be provided by the following certified disadvantaged-owned business enterprises in the execution of this contract.

FIRM NAME ADDRESS PHONE NUMBER CONTACT PERSON	CERTIFYING AGENCY CERTIFICATION DATE CATEGORY CERTIFICATION NO.	WORK TO BE PERFORMED	DBE PERCENT

PRIME CONSULTANT AUTHORIZED SIGNATURE

DATE

STATE OF _____)
)SS.
COUNTY OF _____)

AFFIDAVIT

Before me, the undersigned Notary Public, personally appeared _____ (**Name**) who, by me being duly sworn, deposed as follows:

My name is _____ (**Name**), I am of sound mind, capable of making this Affidavit, and personally acquainted with the facts herein stated:

I am the _____ (**Position/Title**) of _____. (**Contractor**)

I have the legal authority to make the following assertions:

1. _____ (**CONSULTANT**) is currently enrolled in and actively participates in E-Verify, a federal work authorization program, or any other equivalent electronic verification of work authorization program operated by the United States Department of Homeland Security under the Immigration Reform and Control Act of 1986(IRCA), as required pursuant to Sections 285.525 through 285.555 of the Revised Statutes of Missouri 2000, as amended.
2. Pursuant to Sections 285.525 through 285.555 of the Revised Statutes of Missouri 2000, as amended, _____ (**CONSULTANT**) does not knowingly employ any person who is an unauthorized alien in connection with the contracted services under this Agreement.

Affiant

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal this ____ day of _____, 20__.

Notary Public

My Commission Expires:

Note: *Signature page AND front page of Memorandum of Understanding with Homeland Security for E-Verify shall be submitted with proposal.*

NEWSTEAD AVENUE IMPROVEMENT PROJECT



NEWSTEAD AVE BETWEEN ST LOUIS AVE AND NATURAL BRIDGE AVE SITE MAP